

Minutes of the Special Meeting of the Board of Finance  
Nov. 24, 2014 – Town Hall – 7 p.m.

Members present: Justin Donnelly, Joe Sangiovanni, Ryan Anderson, Chris Childs, Scott Lingenfelter, Brian Kost, alts. Tracy Eccles, J. Michael Stevens, Eric Harrington  
Also present: First Selectman Ed McAnaney, Selectman Mel Chafetz, Director of Finance Deborah Cerrato, Secretary Bobbie C. Kling

Chairman Justin Donnelly called the Special Meeting to order at 7 p.m. He noted the perfect attendance of the full board and all alternates. The item on the agenda is the Library Project Update.

- a. Mr. Childs moved to create a combined project named Kent Memorial Library Combined Renovation and Entrance Project. Mr. Lingenfelter seconded. Mr. Sangiovannie stated we will have one budget and one contract. The motion was approved by unanimous vote; no opposition.
- b. Transfer previously approved funds in the amount of \$2,428,281 to the project:

i. Michael Zak Donation	\$ 500,000
ii. Library Endowment	\$ 300,000
iii. Hartford Foundation for Public Giving	\$ 200,000
iv. Suffield Public Library Foundation	\$ 100,000
v. Town FY 14/15 Capital Project Budget	\$ 100,000
vi. Kent Memorial Library Renovation Project	\$1,228,281
- c. Authorize the transfer of \$350,000 from the Unassigned Fund Balance (previously labeled Undesignated Fund Balance)
- d. Accept an additional gift of \$350,000 from the Library Endowment
- e. Accept an additional gift of \$350,000 from Michael Zak
- f. Authorize the expenditure of an additional \$2,016,394 for the Kent Memorial Library Combined Renovation and Entrance Project and send it to Town Meeting for approval.

The First Selectman McAnaney explained that the funding was significantly short (45%) from the bids. He defined Project 1 as HVAC, Electrical, Plumbing and Windows Upgrade of the Library and Project 2 as the ADA Entrance. He noted an approved transfer of \$966,394 from the Town Hall Renovation Capital Project. This has to be approved by Town Meeting and the BoS have set the date of December 4, 2014 for a Town Meeting. Part of our agreement with Mr. Zak is that the Project is to begin January 1, 2015. We have added a 10% contingency account for the Project. Almost all of the money in Project 1 are Town funds. The BoS have already selected a contractor. In order to meet the shortfall of \$1,050,000, we have divided it up into sources:

Additional funding:  
\$350,000 Town (undesignated fund balance)  
\$350,000 KML Library Endowment  
\$350,000 Michael Zak Gift/donation (from \$500,000 to \$850,000)

Total \$1,050,000.

The First Selectman announced he has made an agreement with Mr. Zak; if we were to come in under the \$1,050,000, that we would refund to his Foundation, up to \$50,000. That same rule also applies to the Library Foundation and to the Town.

After the bids came in, the costs were substantially over what we had anticipated.

Mr. Anderson noted that now we are spending approximately \$2,400,000 for the ADA entrance. What are we getting? He is concerned that this is a lot of money for an elevator, 2 bathrooms and a stairway. Is this reasonable?

Mr. McAnaney noted that there is considerable difficulty in carving out that hill. Mr. Donnelly said if this was a virgin site, he may have agreed that it was too much to spend. This also has to do with working with an existing building. Mr. McAnaney noted that we had planned on a much small number than was bid for Project 2, (ADA Entrance); we now have a 45% shortfall.

The Town has a relative small amount of funding in Project 2. It certainly is not going to increase our taxes. The Renovation (Project 1 is all Town funding). Mr. Sangiovanni noted that the \$966,394 transfer from the Town Hall project has already been approved by the BoS and the BoF was to give us the estimated cost. We are taking the second lowest bid. We have to go with one contractor.

Mr. Donnelly stated that we are at the place, where we are committed to do the ADA. Mr. Sangiovanni stated that now that we have defined the solution to correct this, the Dept of Justice could force the action. Mr. Childs noted the amount of other donated funds, for the ADA entrance. Mr. McAnaney noted that the Town's investment in the ADA project is relatively small compared to the total cost. We have an obligation to maintain the Town buildings i.e. renovation of the Library building.

Mr. Kost moved to approve items 2. b through f, as documented; Mr. Childs seconded the motion. After a discussion, the vote was called. The motion was approved by a 5 to 1 vote; Mr. Anderson voted against the motion.

The meeting was adjourned at 7:45 p.m.

Respectfully submitted, Bobbie C. Kling, Secretary

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